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ABSTRACT

In 1992, a study was conducted at North Florida Junior College (NFJC) to aid in the formulation of plans for housing the educational program, student population, faculty, administrators, staff, and auxiliary and ancillary services of the college for the following 5-year period. Sections 1, 2, and 3 of the plant survey report provide background information on the survey team, procedural policies, the cooperative process used in conducting plant surveys; and the scheduling, purposes, and statutory foundations of plant surveys in the Florida community college system. Section 4 contains an overview of the college, including a historical prospective, and NFJC's objectives and policies as they relate to the capital improvements program. Section 5 presents an analysis of NFJC's student population, including enrollment and projections, while section 6 focuses on programs, services, and facility needs, offering detailed tables listing programs and their space needs. In section 7, an inventory of existing sites and facilities is provided, including a table of existing satisfactory student stations and space by facility. Section 8 contains the recommended plan for housing programs, students, and services in the coming 5 years. Section 9 analyzes capital outlay finances, including revenue sources for capital outlay. Finally, section 10 offers recommendations for educational plants, site improvement, remodeling, renovation, and new construction, and provides standard collegewide recommendations. The plan recommends $3,292,223 worth of work during the 5-year period between 1992 and 1997. (JMC)

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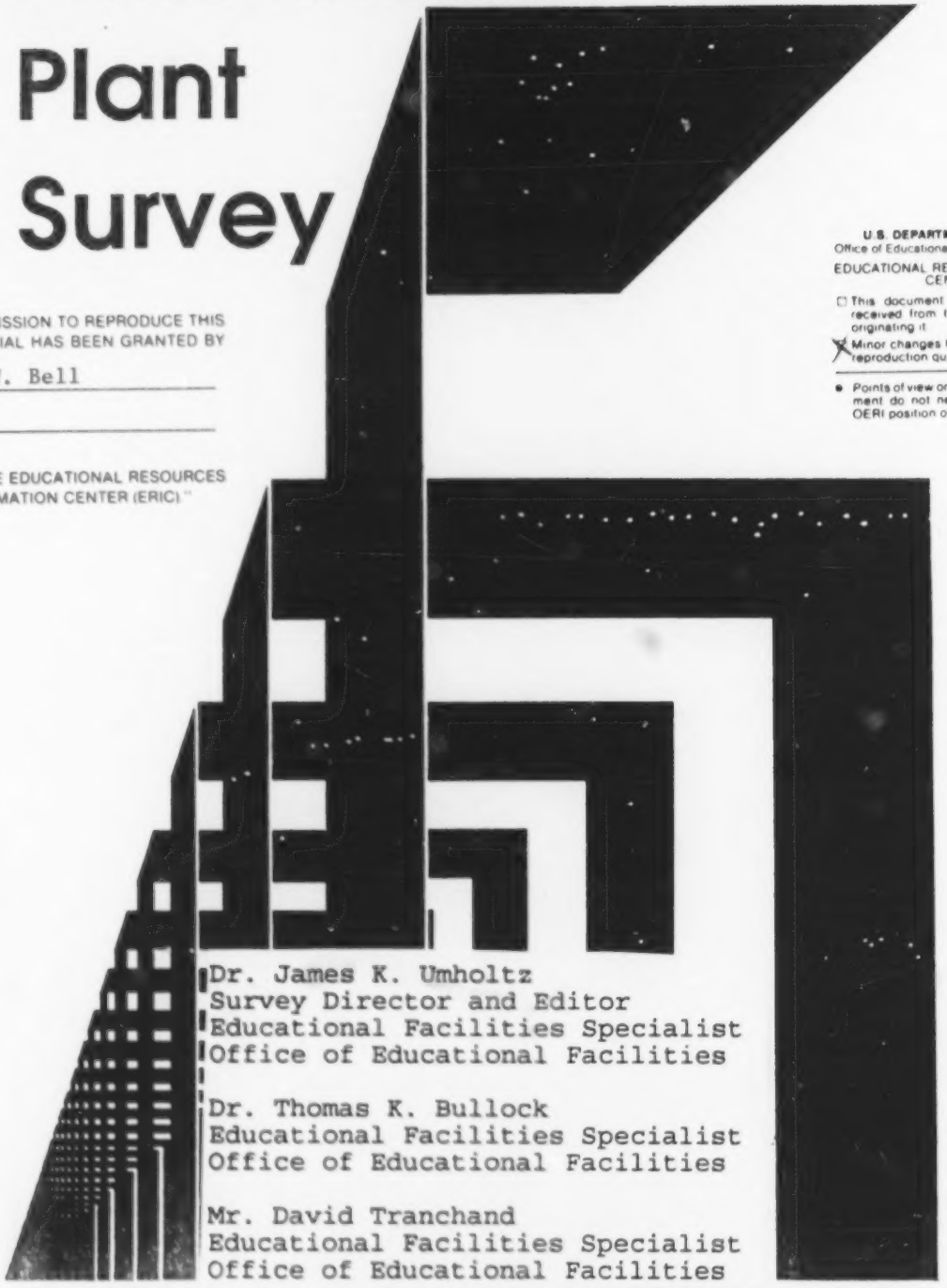
Educational Plant Survey



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NORTH FLORIDA JUNIOR COLLEGE

JUNE 9, 1992

JC 920362

BEST COPY AVAILABLE

EDUCATIONAL PLANT SURVEY

NORTH FLORIDA JUNIOR COLLEGE

JUNE 9, 1992

DEPARTMENT OF EDUCATION
TALLAHASSEE, FLORIDA
BETTY CASTOR, COMMISSIONER

Affirmative action/Equal opportunity employer

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SECTION 1

EDUCATIONAL PLANT SURVEY TEAM

Team members: Persons serving on the educational plant survey for North Florida Junior College were from the Department of Education, Office of Educational Facilities.

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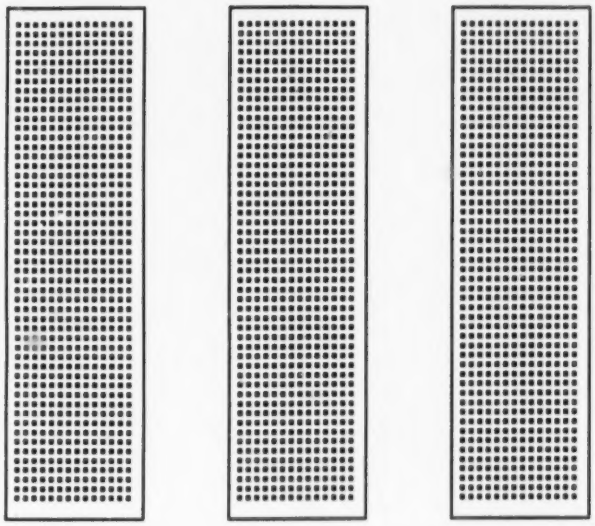


SECTION 2

PREFACE

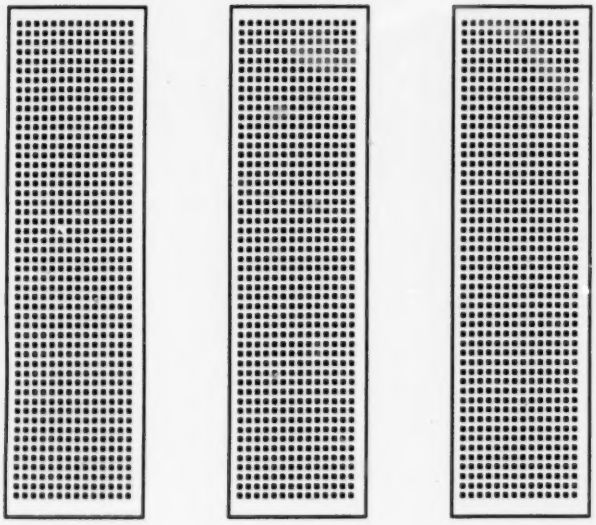
An educational plant survey is a systematic study and evaluation of existing educational plants and the determination of future educational plant needs with respect to provision of appropriate facilities for accommodating educational programs and services for students. At least every five years, each Florida community college district board of trustees arranges for a districtwide educational plant survey pursuant to requirements in Section 9(d) of Article XII of the State Constitution, as amended, and Section 235.15, Florida Statutes (F.S.). The purpose of the survey is to aid the formulation of plans for housing the educational program, student population, faculty, administrators, staff, and auxiliary and ancillary services of the college for the following five-year period.

The findings and recommendations contained in this survey report enable the Board of Trustees to accomplish certain responsibilities with which it is vested: adoption of a proposed long-range plan for educational plants and auxiliary and ancillary facilities under Section 235.16, F.S.; adoption of a capital outlay budget as part of the college annual budget under Section 235.18, F.S.; submission to the Commissioner of Education of a three-year plan and data required for development of the annual legislative capital outlay budget request under Section 235.41, F.S.; use of state capital outlay funds for payment for capital outlay projects under Rule 6A-2.0204(4), Florida Administrative Code (FAC); and formulation of a proposed building program and its submission in the form of a project priority list through the Office of Educational Facilities to the State Board of Education for approval under Rule 6A-2.0207, FAC, with the order of priority for expenditure of funds established in accordance with Rule 6A-2.0206, FAC.

Additionally, the survey report serves to satisfy the requirement of Section 240.327 (1), F.S., that the need for community college facilities be established by a survey. Finally, pursuant to Section 235.435(4)(a), F.S., all remodeling, renovation, and new construction projects included in the three-year priority list for legislative funding, prepared by the State Board of Community Colleges for the capital outlay budget request, must have been recommended by a survey.

The survey team appreciates the time and energy given over to the survey team and to those who participated in the survey process.

A special thanks to Ms. Amelia Mulkey and to Mr. Dale Hackle for their special contributions and for the preparation of the survey booklet.



SECTION 3

INTRODUCTION TO THE EDUCATIONAL PLANT SURVEY

The educational plant survey is the initial planning phase for providing public educational plants in the State of Florida. Careful planning contributes to appropriate housing of educational programs and services for students and to the wise expenditure of public funds. The educational plant survey is established in the Constitution of the State of Florida and the Statutes of Florida.

Statutory Foundations: The statutory foundations for educational plant surveys are described below.

Legal Basis: The legal basis for the educational plant survey is established in Section 235.15, Florida Statutes:

> Educational plant survey required.--At least every 5 years, each board, including the Board of Regents, shall arrange for an educational plant survey, to aid in formulating plans for housing the educational program and student population, faculty, administrators, staff, and auxiliary and ancillary services of the district or campus. Each survey shall be conducted by the Department of Education or an agency approved by the commissioner. Surveys conducted by agencies other than the Department of Education shall be reviewed and approved by the commissioner. The survey report shall include at least an inventory of existing educational and ancillary plants; recommendations for existing educational and ancillary plants; recommendations for new educational or ancillary plants, including the general location of each; and such other information as may be required by the rules of the State Board of Education. An official copy of each survey report shall be filed by the board with the office. This report may be amended, if conditions warrant, at the request of the board or commissioner.

Definition: Educational plant survey means a systematic study of present educational and ancillary plants and the determination of future needs to provide an appropriate educational program and services for each student.

Purpose: The purpose of a community college educational plant survey is to aid the Board of Trustees in formulating plans for housing the educational program and student population, faculty, administrators, staff, and auxiliary and ancillary services of the college district for the following five-year period.

Requirement: At least every five years, each Board of Trustees shall arrange for an educational plant survey,

Alternative Methods: An educational plant survey shall be conducted either by the Department of Education or by an agency approved by the Commissioner of Education. Surveys conducted by agencies other than the Department of Education shall be reviewed and approved by the Commissioner.

Status of Prior Surveys: A new educational plant survey shall supersede, as of the date it is conducted, all previous survey recommendations which have not been implemented either by execution of a construction contract or issuance of a purchase order.

Amendment of Current Survey: The current survey may be amended during the projected period if conditions appear to justify a change in the projected building construction program by request for a supplementary survey made by the Board of Trustees or the Commissioner of Education.

Written Report: A written report containing the findings of the educational plant survey and recommendations for housing the educational programs and projected student population of the college shall be made to the Board of Trustees. An official copy of each survey report shall be filed by the Board with the Office of Educational Facilities.

Procedural Policies: Procedural policies incorporated in the educational plant survey process for community colleges are explained below.

Student Enrollment Projections: The survey uses five-year capital outlay full-time-equivalent student enrollment projections developed by the Division of Community Colleges, Department of Education. The distribution of these projections by site is furnished by the college.

Educational Programs: The survey formulates a plan for housing the programs and services provided by the college. The Board of Trustees determines what programs and services are offered. The regional coordinating council for vocational education, adult general education, and community instructional services makes recommendations related to vocational programs to the Board of Trustees.

Program Facility Lists: Survey evaluation and planning are conducted with reference to program facility lists prepared through cooperative efforts of college staff and the Office of Educational Facilities. The lists are based on size of space and occupant design criteria included in the Florida Administrative Code for programs and services approved by the Board of Trustees, as well as special needs of the college.

Facilities Inventory: The survey uses the information about existing educational plants carried in computerized state inventory files containing data for sites, facilities, and rooms. The inventory is validated through cooperative efforts of college staff and the Office of Educational Facilities.

Student Stations: The survey counts capacity carrying student stations that are satisfactory and designates which stations are unsatisfactory.

Space Utilization: Survey evaluation and planning are conducted with regard to standard utilization criteria for instructional spaces. Criteria for classrooms are: 65 hours of room use per week, Monday through Saturday; 90 percent rate of room occupancy; 55 percent rate of station occupancy for sites with up to 2500 capital outlay full-time-equivalent student enrollment (CO-FTE) and 60 percent rate of station occupancy for sites with 2500 or greater CO-FTE; and 13 average weekly contact hours per CO-FTE.

Standards for vocational laboratories are: 36 hours of room use per week; 68 percent rate of station occupancy; and 12 average weekly contact hours per vocational CO-FTE. Standards for nonvocational laboratories are: 21 hours of room use per week for sites with up to 2500 CO-FTE and 24 hours of room use per week for sites with 2500 or greater CO-FTE; 80 percent rate of station occupancy; and four average weekly contact hours per nonvocational CO-FTE.

Recommendations: The survey makes recommendations for site acquisition, development, and improvement, remodeling, renovation, and new construction for sites and facilities owned by the college. Standard recommendations are included for provision of custodial services facilities, provision of sanitation facilities, correction of safety deficiencies, modification for compliance with handicap standards, replacement of defective roofs, and purchase of equipment.

Recommendations for leased sites and facilities are made in accordance with the provisions of Sections 235.055 and 235.056, F.S., and Rule 6A-2.029, FAC. Recommendations pertaining to new campuses, centers, and sites are considered only after a proposal for establishment submitted by the college has been recommended by the State Board of Community Colleges as well as the Postsecondary Education Planning Commission and approved by the State Board of Education.

State Funds: Survey recommendations establish need for capital outlay projects; they do not imply automatic availability of funds to pay for projects. Information about state funds for public education capital outlay projects and about eligibility for expenditure is found in Section 9(a)(2) and Section 9(d) of Article XII of the State Constitution, as amended, Chapter 235 and Chapter 240 of the Florida Statutes, and Rule 6A-2 of the Florida Administrative Code.

Cooperative Process: An educational plant survey conducted for a district Board of Trustees by the Department of Education is accomplished through cooperative efforts of the college administration and staff of the Office of Educational Facilities. The steps in the cooperative survey process are listed below.

1. The Board of Trustees requests, by resolution, that the Department of Education conduct a survey to determine the status and needs of the educational plants of the college district.

2. The director of the Educational Facilities Planning and Evaluation Section (Planning and Evaluation), Office of Educational Facilities, schedules the survey, appoints the survey director, and assigns survey staff from the Department of Education.

3. The college president appoints the survey coordinator for the college.

4. The survey director and other Planning and Evaluation staff are available for consultation and service to the college throughout the survey process.

5. The survey director gives the five-year capital outlay full-time-equivalent student enrollment projections developed by the Division of Community Colleges to the survey coordinator. College staff distribute the projections by site.

6. The Board of Trustees receives recommendations related to vocational programs from the regional coordinating council for vocational education, adult general education, and community instructional services. The Board of Trustees establishes the educational programs to be provided by the college during the five-year period of the survey.

   College staff list the programs, indicating which ones the board wishes to continue, expand, initiate, and delete. Based on program decisions of the board, together, college administrators and staff and Planning and Evaluation staff prepare program facility lists for each campus, center, and special purpose center.

7. College staff furnish site plans and building schematics for all sites and facilities owned by the college and for those leased for more than one year. Together, college staff and Planning and Evaluation staff validate and correct data for sites, facilities, and rooms carried in the computerized state inventory files as well as the site plans and building schematics.

8. College administrators and staff prepare lists for each site of needs identified by the college for site acquisition, development, and improvement, remodeling, renovation, and new construction. Outdoor physical education facilities are included under site improvement. Items may be included for projects in the planning stage for which an architect is employed but no construction contract has been executed.

   Items for remodeling and renovation contain specific information: building number and name; room numbers; current functions of spaces, use codes, square footages, and student stations; as well as needed functions of spaces, use codes, square footages, and student stations. Items for new construction specify needed functions of spaces, use codes, net and gross square footages, and student stations.

   Cost estimates are provided for items for site acquisition, development, and improvement; they may be furnished for other items as well. Cost estimates for survey recommendations involving building square footage are based on cost figures for the college used in the legislative capital outlay budget request for the fiscal year in which the survey is conducted. The survey director can provide these cost figures to the survey coordinator.

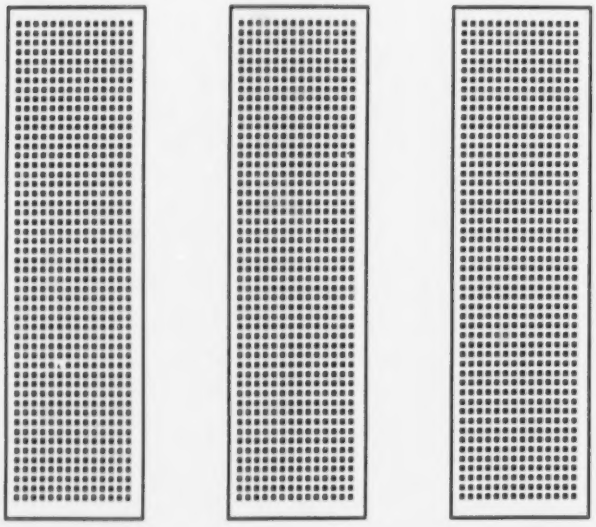
9. College staff prepare a survey workbook for use by survey staff during the educational plant survey. The workbook contains documentation related to items 5, 6, 7, and 8, above. It also contains general background information about the college and is supplemented with a current catalogue.

   A copy of the workbook is provided for each survey staff member. One copy, along with the catalogue, is given to the survey director at least ten days before the opening date of the survey. The other copies may be distributed to survey staff at the beginning of the survey.

10. The college finance officer furnishes the survey director with particular financial information pertaining to state board of education bond issues and certain debt requirements, capital outlay expenditures by fund source, and capital outlay expenditures by project type.

11. The survey director and staff conduct the educational plant survey on site in the college district. They visit and evaluate all existing sites and facilities. They study and analyze all available information relevant to educational and ancillary plant needs. They discuss needs with college administrators and staff. Finally, they develop recommendations to provide for the needs.

12. The survey director, aided by survey staff, prepares the written report of findings and recommendations for the Board of Trustees. An official copy is filed with the Office of Educational Facilities.



SECTION 4

OVERVIEW OF THE COLLEGE

The goal of the educational plant survey is to assist the college by developing a plan for housing the programs and services provided by the college. Educational plant needs are the focus of the survey. It also helps to have a general understanding of the college. The following information was provided by the college.

Historical Prospective: The Florida Legislature of 1953 appointed a committee to study higher education in Florida. The report of this committee to the 1955 Legislature resulted in the establishment of a Junior College Council. Subsequent study and recommendations by this council led to authorization, by the 1957 Legislature, of North Florida Junior College and five other community colleges in the state.

The counties of Hamilton, Madison, Lafayette, Suwannee, and Taylor were proposed by the Council as an area with need for a community junior college. The community College Council was assisted in revealing the need and locating the college in the proposed five county area by a survey team composed of representatives from each of the counties. In the establishment of the college area, Jefferson County replaced Suwannee County, with Suwannee County becoming a participating county in 1974.

The establishment of the College of Madison resulted from the findings of the above teams. In March, 1958, Dr. Marshall Hamilton was appointed president of the new institution and temporary academic and administrative quarters were secured. In September of the same year, the first North Florida Junior College classes were organized. Ground was broken in January 1959, for the first permanent buildings: the Library and the Science Building. Dr. Stephen T. McMahon served as president from 1970-1978; Dr. Gary P. Sims, 1978-1984; and Dr. Robert Ramsay, 1984-1987. Dr. Wiliam H. McCoy became president on August 1, 1987.

COLLEGE OBJECTIVES AND POLICIES AS THEY RELATE TO THE CAPITAL IMPROVEMENTS PROGRAM

North Florida Junior College is a community college whose purposes are directed toward the needs of the area it serves. Accordingly, the college provides the students with opportunities for continuing academic and life enrichment goals, for advancing skills, and for developing judgement and values necessary for responsible citizenship in a changing society.

Objectives

North Florida Junior College offers several types of instruction and services. Specific objectives are:

1. to provide a college parallel program to prepare students to continue their education beyond the junior college level.

2. to provide vocational-technical programs and terminal programs that are two years or less in length which are designed to upgrade or acquire occupational skills.

3. to provide basic studies for literacy education and studies in adult general education leading to the GED (General Education Development Tests) through which the student may earn a state issued high school equivalency diploma.

4. to provide a comprehensive community service program. The community services programs offer an opportunity to:

    a. seek avenues to enable each individual to reach his highest possible level of self-realization and personal fulfillment.

    b. provide educational opportunities to people who have completed their formal education.

    c. provide short courses for occupational up-grading.

    d. serve the community with facilities, special expertise and special programs.

    e. provide for cultural, recreational and enrichment opportunities for citizens of the community

5. to provide a guidance and counseling program to assist students in making educational, vocational, and personal decisions.

In order to provide these educational and community service programs, the college must meet some minimum requirements for physical plant. Funds for physical plant are provided primarily from three state sources: motor vehicle license revenue (Capital Outlay and Debt Service), utility gross receipts tax (Public

Education Capital Outlay), and State Board of Education bond issues.

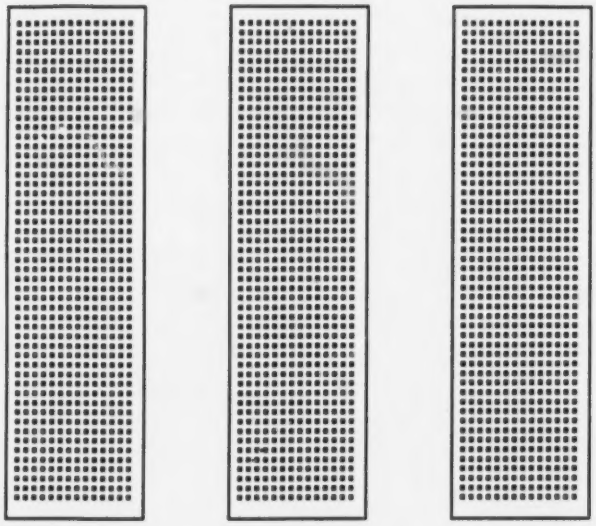
Every five years, the Department of Education's Office of Educational Facilities assists the college in completing an educational plant survey. The survey results in a report of the condition of existing facilities and, based upon expected programs and enrollment, projects facility needs over the next five years. From this survey and other supporting information the local board of trustees formulates a capital projects program plan which is submitted to the State Board of Community Colleges. The State Board complies the data for all colleges and submits a system plan to the Legislature for funding.

HIGHLIGHTS OF CAPITAL IMPROVEMENTS PROGRAM

Since its establishment in 1958, the college has expanded its physical plant to meet the needs of its physical plant to meet the needs of its service area. The college operated in rented and donated facilities until the first instructional buildings (Math/Science & Library) were constructed in 1959. Other buildings were added in 1961 (Business Education), 1963 (Administration & Student Center), 1965 (Gymnasium, Fine Arts), 1966 (General Classroom), 1967 (Technical Center, Biology, Computer, Maintenance), and 1970 (Auditorium). An addition to the Student Center was completed in 1968 and to the technical center in 1969. The physical plant of the college has changed very little since 1970 as enrollment declined and then stabilized.

CURRENT STATUS OF FACILITY EFFORTS AND HIGHLIGHTS OF FACILITY PROGRAM OVER LAST FIVE YEARS.

Several improvements to the college's physical plant have been made since 1981. The Technical Center has undergone major remodeling, campus roads have been resurfaced, the gym floor has been replaced, portions of the student center have been renovated, faculty offices have been renovated, the computer building was remodeled to accommodate a drafting lab, the business education building was completely remodeled/renewed, and most roofs have been replaced. Major fund sources for these improvements have been Public Education Capital Outlay and a $400,000 State Board of Education Bond Issue.



SECTION 5

ANALYSIS

OF

STUDENT POPULATION

College Service Area: North Florida Junior College serves the geographic areas of Madison, Hamilton, Jefferson, Lafayette, Suwannee and Taylor Counties only. Because it is a non-residential college, the great majority of the student populations lives in the college district.

Student Enrollment of College: Student enrollment was the single most important factor considered by the survey team in making decisions related to planning square footage size and total amount of facilities. The unit of enrollment used in the survey was the capital outlay full-time-equivalent student (CO-FTE). It represents a student enrolled full time for fall, spring, and summer semesters during the academic year in classes taught in college-owned facilities. The level of enrollment used was the number of CO-FTE projected for the fifth year beyond the fiscal year in which the survey was conducted. The CO-FTE projections were separated according to vocational and nonvocational enrollments. Furthermore, they were distributed by site to enable appropriate planning for particular needs of each campus of the college. Collegewide CO-FTE projections are displayed in **Exhibit 310: Full-Time Equivalent Student Enrollment**. Distribution among sites is shown in **Exhibit 320: Distribution of Projected FTE Enrollment**.

The method for computation and distribution deserves note. Each year the college submits a report of actual full-time-equivalent student enrollment (FTE) to the Bureau of Information Systems, Division of Community Colleges. Using the last five years of actual FTE data along with general population figures for the college district, the Bureau projects both annual and capital outlay FTE for the next six-year period. The difference between

annual FTE and CO-FTE equates to the deletion of courses using unowned space not requiring permanent facilities. Finally, using CO-FTE projections computed by the Bureau, the college distributes collegewide vocational and nonvocational CO-FTE among sites based on local expectation for the enrollment pattern throughout the district.

Exhibit 310

College: NORTH FLORIDA JUNIOR COLLEGE

COMPUTATION OF PROJECTIONS FOR COLLEGEWIDE
CAPITAL OUTLAY FULL-TIME-EQUIVALENT STUDENT ENROLLMENT

ITEM	1992-93	1993-94	1994-95	1995-96	1996-97
TOTAL CAPITAL OUTLAY FTE PROJECTIONS	759	674	586	497	405
NONVOCATIONAL FTE:					
* Annual FTE	472	419	364	309	251
Less: FTE Not Req Perm Facilities	0	0	0	0	0
Adjusted Annual FTE Projection	472	419	364	309	251
VOCATIONAL FTE:					
* Annual FTE	287	255	222	188	154
Less: FTE Not Req Perm Facilities	0	0	0	0	0
Adjusted Annual FTE Projection	287	255	222	188	154

SOURCE: Department of Education, Division of Community Colleges, Bureau of Information Systems, "Computation of Four Quarter Average FTE for the Capital Outlay Formula Budget", June 8, 1992.

* Capital outlay full-time-equivalent student enrollment, 1996-97, projected.

Exhibit 320

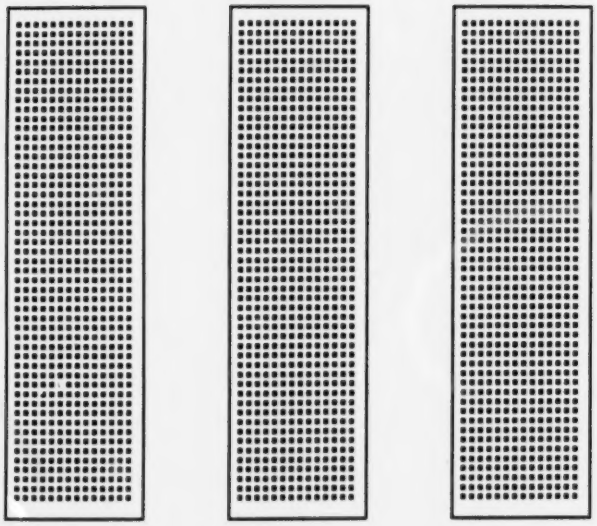
College: NORTH FLORIDA JUNIOR COLLEGE

DISTRIBUTION OF 1996-97 PROJECTION FOR CAPITAL OUTLAY FULL-TIME-EQUIVALENT STUDENT ENROLLMENT BY SITE

CAMPUS	NON-VOCATIONAL CO-FTE	VOCATIONAL CO-FTE	TOTAL CO-FTE *	PERCENT COLLEGE FTE
TOTAL CAPITAL OUTLAY FTE FOR COLLEGE	251	154	405	100.00%
Site : No. 1: Main Campus	251	154	405	100.00%
Site : No. 2: Law Enforcement			0	
Site : No. 3: Conference Center			0	

SOURCE: Capital Outlay FTE Projections furnished by college as of September 5, 1991.

* Capital outlay full-time-equivalent student enrollment, 1996-97, projected.



SECTION 6

PROGRAMS, SERVICES AND FACILITY NEEDS

Under the provisions of Section 240.319(3)(b), F.S., and Rule 6A-14.0247(3), FAC, the community college Board of Trustees has responsibility for establishing the programs and services provided by the college. The supportive role of the educational plant survey is to formulate a plan for housing the programs and services offered. The survey team developed a comprehensive five-year plan for appropriately accommodating the educational program, student population, faculty, administrators, staff, and auxiliary and ancillary services of the college.

A program facility list, or model of need, was prepared for each officially designated site. The development process involved participation by college administrators and key personnel representing vocational and nonvocational program areas, in consultation with staff of the Educational Facilities Planning and Evaluation Section, Office of Educational Facilities, and with reference to size of space and occupant design criteria provided in Rule 6A-2.032, FAC. In addition to detailed requirements for instructional programs, the list prescribed aggregate square footages for auxiliary and ancillary services classified according to physical education, library, audiovisual, auditorium/exhibition, student services, office, and institutional support services. The program facility lists for North Florida Junior College is presented by site in **Exhibit 130: Facilities List.**

College: NORTH FLORIDA JUNIOR COLLEGE Year: 1996-97
Site : No. 1: Main Campus
Site CO-FTE : 405
Nonvocational: 251
Vocational : 154

ICS CODE	DESCRIPTION OF SPACE	STATIONS PER SPAC	SQ/FT PER STATION	SQ/FT EACH SPACE	NO. SPACES	TOTAL SQ/FT	TOTAL STATIONS
	GRAND TOTALS - CLASSROOMS AND LABS					41,392	507
10000000	INSTRUCTIONAL SPACES						
10000000	GENERAL CLASSROOMS						
10000000	Classroom	30	25	750	5	3,750	150
	Storage, Material			75	5	375	
				825	10	4,125	
11000000	NONVOCATIONAL LABORATORIES						
11104000	BIOLOGICAL SCIENCES						
11104010	Biology Lab	20	55	1,100	3	3,300	60
	Storage, Material			125	3	375	
	Storage, Project			275	3	825	
				1,500	9	4,500	
11119000	PHYSICAL SCIENCES						
11119020	Physics Lab	24	55	1,320	1	1,320	24
	Storage, Material			125	1	125	
	Storage, Project			175	1	175	
				1,620	3	1,620	
11119050	Chemistry Lab	24	55	1,320	1	1,320	24
	Storage, Material			125	1	125	
	Storage, Project			175	1	175	
				1,620	3	1,620	
11210000	FINE AND APPLIED ARTS						
11210020	Art (Drawing/Painting) Lab	19	50	950	1	950	19
	Kiln			60	1	60	
	Storage, Material			100	1	100	
	Storage, Project			175	1	175	
				1,285	4	1,285	
11210041	Choral/Band Lab	36	35	1,260	1	1,260	18
	Ensemble			300	1	300	
	Practice, Music (1/40 students)			50	1	50	
	Practice, Music (1/40 students)			50	1	50	

College: NORTH FLORIDA JUNIOR COLLEGE Year: 1996-97
Site : No. 1: Main Campus
Site CO-FTE : 405
Nonvocational: 251
Vocational : 154

ICS CODE	DESCRIPTION OF SPACE	STATIONS PER SPAC	SQ/FT PER STATION	SQ/FT EACH SPACE	NO. SPACES	TOTAL SQ/FT	TOTAL STATIONS
	Practice, Music (1/40 students)			50	1	50	
	Reference			100	1	100	
	Storage, Instrument			400	1	400	
	Storage, Uniform			60	1	60	
				2,270	8	2,270	
11311000	LETTERS AND FOREIGN LANGUAGES						
11311010	Foreign Languages Lab	20	40	800	1	800	20
	Storage, Material			100	1	100	
				900	2	900	
11000000	OTHER PROGRAMS						
11408370	Health Education Lab	20	45	900	2	1,800	40
	Storage, Material			100	2	200	
				1,000	4	2,000	
12000000	VOCATIONAL/TECHNICAL LABORATORIES						
12300000	HEALTH OCCUPATIONS EDUCATION						
12303000	NURSING						
12303020	Practical Nursing Lab (Voc)	12	263	3,156	1	3,156	12
	Classroom, Related Instruction			525	1	525	
	Lockers, Student			135	1	135	
	Reference			100	1	100	
	Storage, Material			100	1	100	
				4,016	5	4,016	
12500000	BUSINESS EDUC/OFFICE OCCUPATIONS						
12501000	ACCOUNTING						
12501010	Acct & Comp Lab	15	56	840	1	840	15
	Storage, Material			100	1	100	
				940	2	940	
12503000	FILING, OFF MACH, & GEN OFF CLER						
12503010	Clerical Occ Lab-Office Machines	18	52	936	1	936	18
	Storage, Material			100	1	100	
				1,036	2	1,036	
12600000	TRADE AND INDUSTRIAL OCCUPATIONS						

College: NORTH FLORIDA JUNIOR COLLEGE Year: 1996-97
Site : No. 1: Main Campus
Site CO-FTE : 405
Nonvocational: 251
Vocational : 154

ICS CODE	DESCRIPTION OF SPACE	STATIONS PER SPAC	SQ/FT PER STATION	SQ/FT EACH SPACE	NO. SPACES	TOTAL SQ/FT	TOTAL STATIONS
12610000	CONSTRUCTION & MAINTENANCE						
12610002	Building Construction Tech Lab	20	66	1,320	1	1,320	20
	Reproduction			180	1	180	
	Storage, Material			350	1	350	
	* Storage, Project			350	1	350	
				2,200	4	2,200	
12610040	Masonry Lab	14	95	1,330	1	1,330	14
	Classroom, Related Instruction			525	1	525	
	Storage, Material			175	1	175	
	Storage, Equipment			315	1	315	
				2,345	4	2,345	
12613000	DRAFTING AND DESIGN						
12613000	Drafting & Design Tech Lab	20	76	1,520	1	1,520	20
	Reproduction			180	1	180	
	Storage, Material			175	1	175	
	Storage, Project			175	1	175	
				2,050	4	2,050	
12626000	PERSONAL SERVICES						
12626020	Cosmetology Lab	20	76	1,520	1	1,520	20
	Classroom, Related Instruction			800	1	800	
	Dispensary			90	1	90	
	Facial			90	1	90	
	Lockers, Student			180	1	180	
	Reception			90	1	90	
	Storage, Material			75	1	75	
	Toilet, Student			42	1	42	
				2,887	8	2,887	
12700000	PUBLIC SERVICE						
12702000	LAW ENFORCEMENT						
12702010	Law Enforcement Lab	15	96	1,440	1	1,440	15
	Shower, Mens			225	1	225	
	Classroom, Related Instruction			525	1	525	
	Darkroom			360	1	360	
	Storage, Material			175	1	175	
	Shower, Womens			225	1	225	
	Reception			90	1	90	

College: NORTH FLORIDA JUNIOR COLLEGE Year: 1996-97
Site : No. 1: Main Campus
Site CO-FTE : 405
Nonvocational: 251
Vocational : 154

ICS CODE	DESCRIPTION OF SPACE	STATIONS PER SPAC	SQ/FT PER STATION	SQ/FT EACH SPACE	NO. SPACES	TOTAL SQ/FT	TOTAL STATIONS
	Firing Range			2,400	1	2,400	
				5,440	8	5,440	
12702030	Correctional Officer Lab	18	81	1,458	1	1,458	18
	Classroom, Related Instruction			525	1	525	
	Storage, Material			175	1	175	
				2,158	3	2,158	

College: NORTH FLORIDA JUNIOR COLLEGE

Year: 1996-97

Site : No. 1: Main Campus

Site CO-FTE : 405

Nonvocational: 251

Vocational : 154

ICS CODE	DESCRIPTION OF SPACE	TOTAL SQ/FT	TOTAL STATIONS
	Totals from Prior Pages	41,392	507
11408350	PHYSICAL EDUCATION	16,000	
41100000	AUXILIARY SPACES:		
41200000	Library	8,740	
41500000	Audiovisual	2,070	
50000000	Auditorium/Exhibition	3,000	
VARIES	Student Services	7,500	
70000000	Office	12,570	
90000000	Support Services	4,564	
90000000	Custodial Services	1,100	
	Sanitation:		
	Student Restroom	1,500	
	Staff/Public Restroom	250	
	SUBTOTAL NET SQUARE FEET	98,686	
	Electric/HVAC Euipment = 3%	2,961	
	TOTAL NET SQUARE FEET	101,647	
90000000	NET-TO-GROSS DIFFERENCE:		
	Circulation/Walls/Over-hangs/Open Malls = 30%	30,494	
	TOTALS - GROSS SQ/FT & STUDENT STATIONS	132,141	507

NOTE: Amounts on this page are calculated with formulas.

* Related space agreed to by staff of community college and OEF.

College: NORTH FLORIDA JUNIOR COLLEGE Year: 1996-97

Site : No. 2: Law Enforcement

Site CO-FTE : 0

Nonvocational: 0

Vocational : 0

ICS CODE	DESCRIPTION OF SPACE	TOTAL SQ/FT	TOTAL STATIONS
	Totals from Prior Pages	0	0
11408350	PHYSICAL EDUCATION	0	
41100000	AUXILIARY SPACES:		
41200000	Library	1,050	
41500000	Audiovisual	0	
50000000	Auditorium/Exhibition	0	
VARIES	Student Services	0	
70000000	Office	0	
90000000	Support Services	53	
90000000	Custodial Services	0	
	Sanitation:		
	Student Restroom	0	
	Staff/Public Restroom	0	
	SUBTOTAL NET SQUARE FEET	1,103	
	Electric/HVAC Euipment = .06%	66	
	TOTAL NET SQUARE FEET	1,169	
90000000	NET-TO-GROSS DIFFERENCE: Circulation/Walls/Over-hangs/Open Malls = 34%	397	
	TOTALS - GROSS SQ/FT & STUDENT STATIONS	1,566	0

NOTE: Amounts on this page are calculated with formulas.

College: NORTH FLORIDA JUNIOR COLLEGE

Year: 1996-97

Site : No. 3: Conference Center

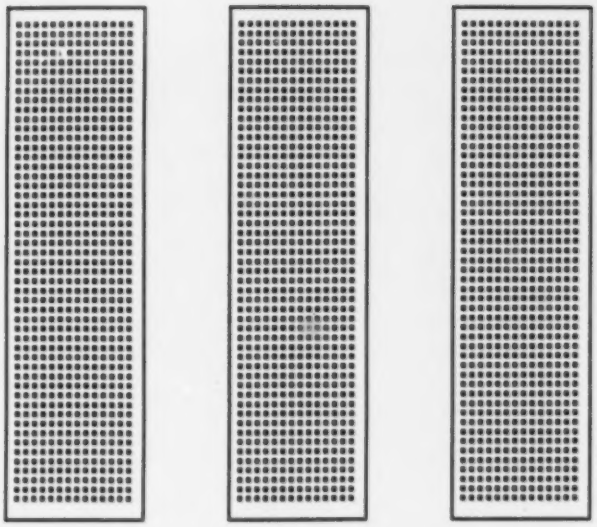
Site CO-FTE : 0

Nonvocational: 0

Vocational : 0

ICS CODE	DESCRIPTION OF SPACE	TOTAL SQ/FT	TOTAL STATIONS
	Totals from Prior Pages	0	0
11408350	PHYSICAL EDUCATION	0	
41100000	AUXILIARY SPACES:		
41200000	Library	1,050	
41500000	Audiovisual	0	
50000000	Auditorium/Exhibition	0	
VARIES	Student Services	0	
70000000	Office	0	
90000000	Support Services	53	
90000000	Custodial Services	0	
	Sanitation:		
	Student Restroom	0	
	Staff/Public Restroom	0	
	SUBTOTAL NET SQUARE FEET	1,103	
	Electric/HVAC Eulpment = .06%	66	
	TOTAL NET SQUARE FEET	1,169	
90000000	NET-TO-GROSS DIFFERENCE: Circulation/Walls/Over-hangs/Open Malls = 34%	397	
	TOTALS - GROSS SQ/FT & STUDENT STATIONS	1,566	0

NOTE: Amounts on this page are calculated with formulas.



SECTION 7

INVENTORY OF EXISTING SITES AND FACILITIES

During the educational plant survey, members of the survey team visited all existing sites and facilities owned by the college as well as those under long-term lease to the college. They examined facilities with regard to physical condition to determine whether they could be classified as satisfactory and recommended for continued use. They also evaluated facilities with respect to adequacy and suitability for accommodating the educational programs and related services provided by the college.

Description of Sites: North Florida Junior College owns only a single site designated as a campus in Madison County. Additionally it owns two other sites; firing range and a conference center. The locations are shown on the multicounty map on the following page.

Main Campus: Site 1, is located on U.S. Highway 90, approximately one mile from downtown Madison. The campus contains fourteen permanent buildings and four temporary buildings set on 80 acres.

Conference Center: Site 3, is located in downtown Madison and was built as an elaborate residence during the early years. It has a large facility with 9322 NSF and a smaller building with 200 NSF.

Firing Range: Site 2, is located Northeast of the Main Campus in an isolated setting with 0.35 acres, one small wood building; 656 NSF.

Description of Facilities: The facilities owned are listed by sites in **Exhibit 140: Existing Satisfactory Student Stations and Space by Facility**. For each facility, the number and name are indicated; then the type, status, and condition are described. For buildings, net and gross square footages are given.

First, the facility number and name are given. The type designation identifies the primary characteristic of the facility, that is, whether it is a building, parking area, athletic area, outdoor swimming pool, or other. The status information refers to the degree of permanence of the facility based on structural materials and life expectancy. For example, a building constructed of masonry and steel and having a fifty-year lifetime is classified as permanent. One constructed of wood and having a much shorter life span is listed as temporary. During the period between the appropriation of construction funds and the final inspection, a facility is classified as under construction.

The condition classification reports whether the physical quality of the facility has been evaluated by the survey team as satisfactory or unsatisfactory. Facilities described in the exhibits as satisfactory or in need of remodeling or renovation are included in the satisfactory category. Those identified as in need of demolition or appropriate for termination are included in the unsatisfactory category. Facilities determined to be satisfactory by the survey are recommended for continued use.

College: NORTH FLORIDA JUNIOR COLLEGE

Site : No. 1: Main Campus

EXISTING SATISFACTORY STUDENT STATIONS AND SPACE BY FACILITY

FACILITY		TYPE	STATUS	CONDITION	STUDENT STATIONS					SQUARE FEET	
No.	Name				Classroom	Non-vocational	Physical Education	Vocational	Total	Net	Est. Gross
Totals					393	150	0	125	668	124,206	161,468
1	Auditorium	B	C	R	0	0	0	0		14,605	18,987
2	Technical Building	B	T	T	0	0	0	0		1,490	1,937
3	Gymnasium	B	P	R	32	0	0	0	32	14,947	19,431
4	Science	B	P	R	101	80	0	0	181	7,803	10,144
5	Fine Arts	B	P	S	0	19	0	0	19	6,889	8,956
6	Business Education	B	P	S	31	0	0	30	61	3,908	5,080
7	Library	B	P	R	0	0	0	0		8,236	10,707
8	Administration	B	P	R	0	0	0	0		4,241	5,513
9	Classroom	B	P	S	198	0	0	0	198	6,567	8,537
10	Student Center	B	P	R	0	0	0	0		10,671	13,872
11	Adult Center	B	P	R	31	11	0	76	118	21,481	27,925
12	Biology Annex	B	P	S	0	40	0	0	40	4,107	5,339
13	Computer	B	P	R	0	0	0	19	19	5,405	7,027
14	Maintenance	B	P	R	0	0	0	0		2,560	3,328
18	Tractor Shed	B	P	S	0	0	0	0		1,300	1,690
	SITE 2										
2	Law Enforcement	B	P	S	0	0	0	0		674	876
	SITE 3										
2	Conference Center	B	P	S	0	0	0	0		9,322	12,119

TYPE: A=Athletic, B=Building, O=Other, P=Parking, S=Swimming Pool
STATUS: C=Construction, P=Permanent, T=Temporary
CONDITION: D=Demolish, R=Remodel/Renovate, S=Satisfactory, T=Terminate

Instructional Facilities and Student Stations: Educational plants accommodate a variety of functions including instruction, academic support, student services, and institutional support. Because the instructional program is the primary function of a college, instructional facilities are most important. They include classrooms and laboratories as well as related service areas.

Student stations are found in the instructional facilities of an educational plant. A student station is defined as the amount of square footage, along with the associated equipment required, for one student to participate in a particular instructional program. The number and type of student stations are critical factors when evaluating existing facilities relative to their adequacy and suitability for providing for educational programs.

During the review of buildings, the survey team identified and assessed the student stations in each classroom and laboratory facility. The number and type of existing student stations determined to be satisfactory by the survey are shown by site in the center portion of **Exhibit 140: Student Stations and Space by Facility**. They are displayed by building and categorized according to classroom, nonvocational laboratory, and vocational laboratory. All existing student stations were determined to be satisfactory.

Auxiliary and Ancillary Facilities: Auxiliary and ancillary facilities accommodate the noninstructional functions of a college. Auxiliary facilities are those which house academic support, student services, and institutional support functions located at campuses, centers, and special purpose centers. Ancillary facilities are those which provide for districtwide institutional support at central locations.

Institutional support facilities include areas for library, audiovisual, auditorium and exhibition functions. Student support facilities include spaces for physical education activities and for food, lounging, merchandising, recreation, meeting, and health care services for students. Institutional support facilities include all office and conference facilities; spaces for students; and areas for computing services, maintenance shops, central storage, and vehicle storage.

The amount of satisfactory auxiliary and ancillary facilities is shown by site in **Exhibit 340: Aggregate Footage of Satisfactory Existing Net Square Footage by Space Category by Site.** For each site, aggregate net square footage is indicated for the academic support space categories of library, audiovisual, and auditorium/ exhibition; for the student services space category; and for the institutional support space categories of office and support services. **Exhibit 340** also lists the aggregate net square footage for the three instructional space categories of classroom, nonvocational laboratory and vocational laboratory.

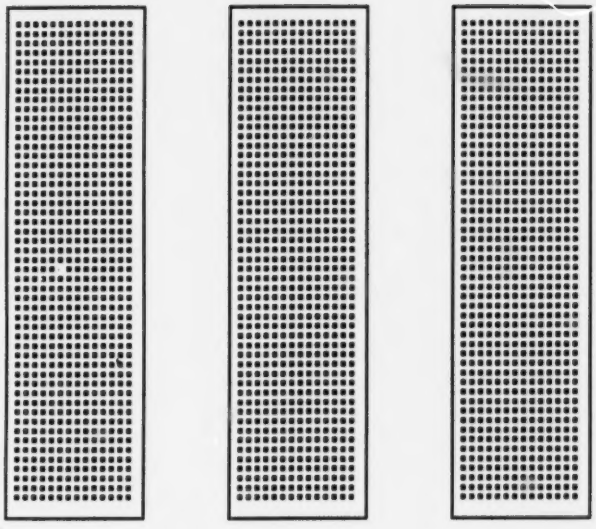
College: NORTH FLORIDA JUNIOR COLLEGE

AGGREGATE FOOTAGE OF SATISFACTORY EXISTING NET SQUARE FOOTAGE BY SPACE CATEGORY BY SITE

SPACE CATEGORY	SITE 1	SITE 2	SITE 3				COMBINED
INSTRUCTIONAL SPACES:							
Classrooms	7,424	0	0	0	0		7,424
Nonvocational Spaces	11,860	0	0	0	0		11,860
Physical Education	11,823	0	0	0	0		11,823
Vocational Spaces	20,289	674	0	0	0		20,963
Subtotal	51,396	674	0	0	0		52,070
ACADEMIC SUPPORT:							
Library	6,587	0	0	0	0		6,587
Audiovisual	732	0	0	0	0		732
Auditorium/Exhibition	12,553	0	0	0	0		12,553
Subtotal	19,872	0	0	0	0		19,872
STUDENT SERVICES:	7,507	0	0	0	0		19,872
INSTITUTIONAL SUPPORT:							
Office	16,297	0	0	0	0	0	16,297
Support Services	4,790	9,322	9,322	0	0	0	23,434
Custodial Services	0	0	0	0	0	0	0
Sanitation							
* Student Restrooms	1,500	0	0	0	0		1,500
* Staff/Public Restrooms	250	0	0	0	0	0	250
Subtotal	22,837	9,322	9,322	0	0	0	41,481
ELECTRIC/HVAC EQUIPMENT	0	0	0	0	0	0	0
TOTAL NET SQUARE FEET	101,612	9,996	9,322	0	0	0	120,930
NET-TO-GROSS DIFFERENCE	34,446	3,389	3,160	0	0	0	40,995
TOTAL GROSS SQUARE FEET	136,058	13,385	12,482	0	0	0	161,925

* Inventory Space for Sanitation not available – derived from 1996-97 Space Allocation.

Site : No. 1: Main Campus
Site : No. 2: Law Enforcement
Site : No. 3: Conference Center



SECTION 8

PLAN FOR HOUSING PROGRAMS, STUDENTS AND SERVICES

The survey team developed a plan for housing instructional programs, projected student enrollments, faculty, staff, administrators, and auxiliary and ancillary services for the ensuing five-year period. The planning process required evaluation of existing educational plants, determination of future needs, and recommendations for changes and additions to existing plants to provide for future needs.

Programs and Students: Facility planning for housing instructional programs and student enrollments involves analysis of existing plant capacities, specification of capacity needs, and recommendations for remodeling, renovation, and new construction to meet the needs. Summaries of the five-year plan for housing programs and projected enrollments of North Florida Junior College are presented by site in **Exhibit 150: Summary of Student Stations**.

Educational plant capacity is defined as the number of capital outlay full-time-equivalent students which can be accommodated by the plant in regular instructional programs. Assessment of capacity requires consideration of several factors: kinds of educational programs in which students are enrolled, types of space in which different kinds of students receive instruction, number of student stations available in each type of space, and utilization criteria for rooms and student stations.

Specifically, all students receive instruction in general classrooms, nonvocational students in nonvocational laboratories, and vocational students in vocational laboratories. In the exhibits, capital outlay full-time-equivalent student enrollment and number of student stations both are distributed appropriately among the three instructional space categories.

College: NORTH FLORIDA JUNIOR COLLEGE

Site : No. 1: Main Campus

SUMMARY OF STUDENT STATIONS

SPACE CATEGORY	GENERAL CLASSROOMS	NON-VOCATIONAL	PHYSICAL EDUCATION	VOCATIONAL
FACILITIES LIST:				
1996-97 CO-FTE To Be Housed	405	251	0	154
Utilization Index Percent *	0.4040	0.2381	1.0000	0.4902
Student Station Allocation	164	60	0	75
1996-97 Facilities List	150	205	0	152
Facilities List Over or (Under)	(14)	145	0	77
INVENTORY:				
Existing Student Stations In Inventory	393	150	0	125
Student Stations - Construction	0	18	0	0
Student Stations - Remodeling	(8)	0	0	8
Student Stations - Renovation	0	0	0	0
Stations Only For Program **	0	0	0	0
Survey Recommended Stations	385	168	0	133
Utilization Index *	2.4750	4.2000	1.000	2.040
CO-FTE Housed	953	706	0	271

* Indexes and reciprocals are for site with fewer than 2,500 CO-FTE.

** Stations associated with recommendations to meet program needs beyond station allocation are excluded from survey recommended stations.

Note: Capacity defined as number of CO-FTE students that can be housed by plant in instructional activities. Stations associated with recommendations to meet program needs beyond station allocation are excluded from survey recommended stations.

Exhibit 150

College: NORTH FLORIDA JUNIOR COLLEGE

Site : No. 2: Law Enforcement

SUMMARY OF STUDENT STATIONS

SPACE CATEGORY	GENERAL CLASSROOMS	NON-VOCATIONAL	PHYSICAL EDUCATION	VOCATIONAL
FACILITIES LIST:				
1996-97 CO-FTE To Be Housed	0	0	0	0
Utilization Index Percent *	0.4040	0.2381	1.0000	0.4902
Student Station Allocation	0	0	0	0
1996-97 Facilities List	0	0	0	0
Facilities List Over or (Under)	0	0	0	0
INVENTORY:				
Existing Student Stations In Inventory	0	0	0	0
Student Stations - Construction	0	0	0	0
Student Stations - Remodeling	0	0	0	0
Student Stations - Renovation	0	0	0	0
Stations Only For Program **	0	0	0	0
Survey Recommended Stations	0	0	0	0
Utilization Index *	2.4750	4.2000	1.000	2.040
CO-FTE Housed	0	0	0	0

* Indexes and reciprocals are for site with fewer than 2,500 CO-FTE.

** Stations associated with recommendations to meet program needs beyond station allocation are excluded from survey recommended stations.

Note: Capacity defined as number of CO-FTE students that can be housed by plant in instructional activities. Stations associated with recommendations to meet program needs beyond station allocation are excluded from survey recommended stations.

Exhibit 150

College: NORTH FLORIDA JUNIOR COLLEGE

Site : No. 3: Conference Center

SUMMARY OF STUDENT STATIONS

SPACE CATEGORY	GENERAL CLASSROOMS	NON-VOCATIONAL	PHYSICAL EDUCATION	VOCATIONAL
FACILITIES LIST:				
1996-97 CO-FTE To Be Housed	0	0	0	0
Utilization Index Percent *	0.4040	0.2381	1.0000	0.4902
Student Station Allocation	0	0	0	0
1996-97 Facilities List	0	0	0	0
Facilities List Over or (Under)	0	0	0	0
INVENTORY:				
Existing Student Stations In Inventory	0	0	0	0
Student Stations - Construction	0	0	0	0
Student Stations - Remodeling	0	0	0	0
Student Stations - Renovation	0	0	0	0
Stations Only For Program **	0	0	0	0
Survey Recommended Stations	0	0	0	0
Utilization Index *	2.4750	4.2000	1.000	2.040
CO-FTE Housed	0	0	0	0

* Indexes and reciprocals are for site with fewer than 2,500 CO-FTE.

** Stations associated with recommendations to meet program needs beyond station allocation are excluded from survey recommended stations.

Note: Capacity defined as number of CO-FTE students that can be housed by plant in instructional activities. Stations associated with recommendations to meet program needs beyond station allocation are excluded from survey recommended stations.

In addition, utilization criteria for each space category specify expected weekly hours of room use, percentage of student station use, and average weekly contact hours of students. In the tables, utilization indexes which combine category criteria are used to transform student stations into capacity and, conversely, utilization index reciprocals are used to convert capacity into student stations.

Explicit information related to the summary exhibits is provided throughout the survey report. Projection of 1995-96 capital outlay full-time-equivalent student enrollment is explained in **Exhibits 310 and 320** of **Section 5**. Educational programs are listed in **Exhibit 130** of **Section 6**. Utilization criteria are given in **Section 3**. Existing student stations are listed in **Exhibit 140** of **Section 7**. Recommendations for remodeling, renovation, and new construction are included in **Section 10**.

Personnel and Services: Facility planning for housing faculty, staff, and administrators, and auxiliary and ancillary services involves assessment of present plants, identification of future needs, and recommendations for remodeling, renovation and new construction to meet the needs. A summary of the five-year plan for accommodating the personnel and auxiliary and ancillary services for North Florida Junior College is presented by site in **Exhibit 340**. The exhibits also provide a summary of the plan for housing instructional programs and student enrollments, given in terms of square footages instead of student stations and capacities.

Specific information related to the summary table is provided in other sections of the survey report. Square footage allocations by space category by site are shown in **Exhibit 160** of **Section 8**. Auxiliary and ancillary facilities are defined and described in **Section 7**. Existing aggregate square footages by category by site are given in **Exhibit 340** of **Section 7**. Recommendations for remodeling, renovation, and new construction are included in **Section 10**.

College: NORTH FLORIDA JUNIOR COLLEGE

Site : No. 1: Main Campus

SUMMARY OF EXISTING AND RECOMMENDED SQUARE FOOTAGE

SPACE CATEGORY	1996-97 SPACE ALLOCATION	EXISTING INVENTORY SPACE	SPACE DEFICIT OR SURPLUS	RECOMMENDED CHANGE-NSF		SURVEY RECOMMENDED SPACE
				Construction	Remodeling	
INSTRUCTIONAL SPACES:						
Classrooms	4,125	7,424	3,299	0	(189)	7,235
Nonvocational Spaces	14,195	11,860	(2,335)	0	1,314	13,174
Physical Education	16,000	11,823	(4,177)	4,177	0	16,000
Vocational Spaces	23,072	20,289	(2,783)	0	534	20,823
Subtotal	57,392	51,396	(5,996)	4,177	1,659	57,232
ACADEMIC SUPPORT:						
Library	8,740	6,587	(2,153)	2,153	0	8,740
Audiovisual	2,070	732	(1,338)	1,338	0	2,070
Auditorium/Exhibition	3,000	12,553	9,553	0	0	12,553
Subtotal	13,810	19,872	6,062	3,491	0	23,363
STUDENT SERVICES:	7,500	7,507	7	0	0	7,507
INSTITUTIONAL SUPPORT:						
Office	12,570	16,297	3,727	0	488	16,785
Support Services	4,564	4,790	226	0	(2,126)	2,664
Custodial Services	1,100	0	(1,100)	0	0	0
Sanitation:						
* Student Restrooms	1,500	1,500	0	0	(21)	1,479
* Staff/Public Restrooms	250	250	0	0	0	250
Subtotal	19,984	22,837	2,853	0	(1,659)	21,178
ELECTRIC/HVAC EQUIPMENT	2,961	0	(2,961)	0	0	0
TOTAL NET SQUARE FEET	101,647	101,612	(35)	7,668	0	109,280
NET-TO-GROSS DIFFERENCE	30,494	34,446	3,952	2,599	0	37,046
TOTAL GROSS SQUARE FEET	132,141	136,058	3,917	10,267	0	146,326

* Existing Inventory Space for Sanitation not available – derived from 1996-97 Space Allocation.

College: NORTH FLORIDA JUNIOR COLLEGE

Site : No. 2: Law Enforcement

SUMMARY OF EXISTING AND RECOMMENDED SQUARE FOOTAGE

SPACE CATEGORY	1996-97 SPACE ALLOCATION	EXISTING INVENTORY SPACE	SPACE DEFICIT OR SURPLUS	RECOMMENDED CHANGE-NSF		SURVEY RECOMMENDED SPACE
				Construction	Remodeling	
INSTRUCTIONAL SPACES:						
Classrooms	0	0	0	0	0	0
Nonvocational Spaces	0	0	0	0	0	0
Physical Education	0	0	0	0	0	0
Vocational Spaces	0	674	674	0	0	674
Subtotal	0	674	674	0	0	674
ACADEMIC SUPPORT:						
Library	1,050	0	(1,050)	0	0	0
Audiovisual	0	0	0	0	0	0
Auditorium/Exhibition	0	0	0	0	0	0
Subtotal	1,050	0	(1,050)	0	0	0
STUDENT SERVICES:	0	0	0	0	0	0
INSTITUTIONAL SUPPORT:						
Office	0	0	0	0	0	0
Support Services	53	9,322	9,269	0	0	9,322
Custodial Services	0	0	0	0	0	0
Sanitation:						
* Student Restrooms	0	0	0	0	0	0
* Staff/Public Restrooms	0	0	0	0	0	0
Subtotal	53	9,322	9,269	0	0	9,322
ELECTRIC/HVAC EQUIPMENT	66	0	(66)	0	0	0
TOTAL NET SQUARE FEET	1,169	9,996	8,827	0	0	9,996
NET-TO-GROSS DIFFERENCE	397	3,389	2,992	0	0	3,389
TOTAL GROSS SQUARE FEET	1,566	13,385	11,819	0	0	13,385

* Existing Inventory Space for Sanitation not available - derived from 1996-97 Space Allocation.

Exhibit 160

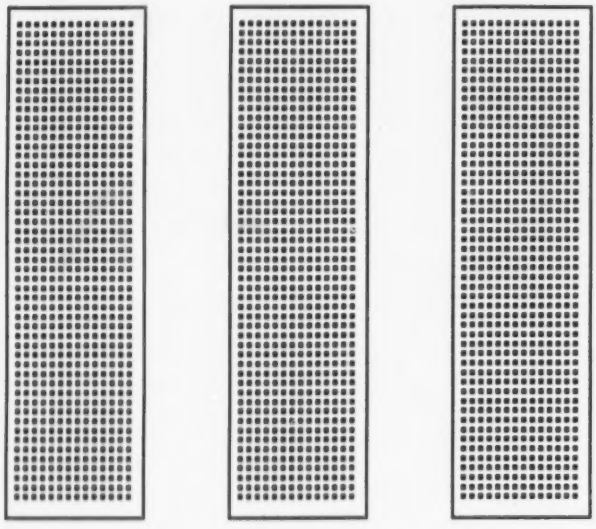
College: NORTH FLORIDA JUNIOR COLLEGE

Site : No. 3: Conference Center

SUMMARY OF EXISTING AND RECOMMENDED SQUARE FOOTAGE

SPACE CATEGORY	1996-97 SPACE ALLOCATION	EXISTING INVENTORY SPACE	SPACE DEFICIT OR SURPLUS	RECOMMENDED CHANGE-NSF		SURVEY RECOMMENDED SPACE
				Construction	Remodeling	
INSTRUCTIONAL SPACES:						
Classrooms	0	0	0	0	0	0
Nonvocational Spaces	0	0	0	0	0	0
Physical Education	0	0	0	0	0	0
Vocational Spaces	0	0	0	0	0	0
Subtotal	0	0	0	0	0	0
ACADEMIC SUPPORT:						
Library	1,050	0	(1,050)	0	0	0
Audiovisual	0	0	0	0	0	0
Auditorium/Exhibition	0	0	0	0	0	0
Subtotal	1,050	0	(1,050)	0	0	0
STUDENT SERVICES:	0	0	0	0	0	0
INSTITUTIONAL SUPPORT:						
Office	0	0	0	0	0	0
Support Services	53	9,322	9,269	0	0	9,322
Custodial Services	0	0	0	0	0	0
Sanitation:						
* Student Restrooms	0	0	0	0	0	0
* Staff/Public Restrooms	0	0	0	0	0	0
Subtotal	53	9,322	9,269	0	0	9,322
ELECTRIC/HVAC EQUIPMENT	66	0	(66)	0	0	0
TOTAL NET SQUARE FEET	1,169	9,322	8,153	0	0	9,322
NET-TO-GROSS DIFFERENCE	397	3,160	2,763	0	0	3,160
TOTAL GROSS SQUARE FEET	1,566	12,482	10,916	0	0	12,482

* Existing Inventory Space for Sanitation not available - derived from 1996-97 Space Allocation.



SECTION 9

ANALYSIS

OF

CAPITAL OUTLAY FINANCES

The survey team developed a comprehensive plan for meeting the educational plant needs of the college for the succeeding five-year period. During the planning process, they evaluated needs for site acquisition, development, and improvement, remodeling, renovation, and new construction. Implementation of the complete plan for North Florida Junior College as set forth in the survey recommendations included in **Section 10** was estimated to cost $3,850,499.

Financial capacity for accomplishing the plan depends upon the amount of future revenues made available to the college as well as obligations previously incurred. Thus, revenue sources accessible for capital outlay expenditure are discussed below. In addition, the indebtedness of the college during the period of the survey for state board of education capital outlay bonds is displayed in **Exhibit 210: Schedule of ... Bond Issues and Debt Requirement.** Finally, further information regarding the recent financial position of the college is found in **Exhibit 220: Capital Outlay Expenditures by Fund Source** and **Exhibit 230: Capital Outlay Expenditures by Project Type.** Capital outlay expenditure patterns by fund source and by project type are traced for the preceding five-year period.

Revenue Sources for Capital Outlay: College capital outlay projects may be financed from federal, state, and local fund sources. The primary sources of funds for Florida community colleges are state revenues provided for in Section 9(a)(2) and Section 9(d) of Article XII of the State Constitution, as amended.

Under the provisions of the Public Education Bond Amendment, Section 9(a)(2), Article XII, State Constitution, as amended, proceeds of revenues derived from gross receipts taxes for utility

services are placed in the Public Education Capital Outlay and Debt Service Trust fund. Revenues, interest, and proceeds derived from the sale of public education capital outlay bonds issued by the State Board of Education are used to finance capital projects for the state system of public education as authorized by the Legislature. Funds accruing under this section commonly are referred to as public education capital outlay (PECO).

Each year the Legislature allocates funds from the Public Education Capital Outlay and Dept Service Trust Fund appropriation to various boards in the state system of public education. Pursuant to Section 235.41, F.S., the Commissioner of Education submits a comprehensive capital outlay budget request for all boards to the Legislature. In accordance with Section 235.435(1)(a), F.S., each college board of trustees annually receives an allocation for remodeling, renovation, maintenance, repairs, and site improvement for existing satisfactory facilities. In addition, under the provisions of Section 235.435(4)(a), F.S., the boards of trustees receive funds for projects based on a three-year priority list for the entire state community college system included in the legislature budget request.

Under the provisions of the School Capital Outlay Amendment, Section 9(d), Article XII, State Constitution, as amended, the first proceeds of revenues derived from the licensing of motor vehicles are placed in the Capital Outlay Bonds and Debt Service Fund and distributed annually among the school districts and college districts in the ratio of the number of instructional units in each district. Thus each district receives funds each year. After adoption of a resolution by the college board of trustees requesting issuance of capital outlay bonds against revenues accruing to the college district, the State Board of Education is authorized to issue bonds for and on behalf of the district. Funds accruing under this section commonly are referred to as capital outlay and debt service (CO&DS).

Revenues, interest, and proceeds derived from the sale of capital outlay bonds are used to finance capital projects in the order of priority of need based on recommendations in the current educational plant survey. The order of priority for expenditure of funds is established by the Board of Trustees in accordance with Rule 6A-2.0206, FAC, and approved by the State Board of Education.

Exhibit 210

College: NORTH FLORIDA JUNIOR COLLEGE

SCHEDULE OF STATE BOARD OF EDUCATION BOND ISSUES AND DEBT REQUIREMENT

Year	Name of Issue	SERIES OF ISSUE	AMOUNT OF ISSUE	UNRETIRED PRINCIPAL 7/1/92	DEBT SERV OBLIGATION 7/1/92 THRU 6/30/97	UNRETIRED PRINCIPAL 7/1/97
1979		1979-A	$400,000	$230,000	$186,328	$95,000
	Totals		$400,000	$230,000	$186,328	$95,000

SOURCE: Department of Education, Office of Educational Facilities, Educational Facilities Budgeting and Financial Management Section, "State Board of Education Bond Maturity Schedules".

College: NORTH FLORIDA JUNIOR COLLEGE

Site : No. 1: Main Campus

CAPITAL OUTLAY EXPENDITURES BY FUND SOURCE FROM 1986-87 THROUGH 1990-91

FUND SOURCE	1986-87	1987-88	1988-89	1989-90	1990-91
PUBLIC EDUCATION BOND AMENDMENT (PECO)					
Correction Of Fire Safety Deficiencies	$0.00	$0.00	$0.00	$0.00	$0.00
Modification For Physically Handicapped	0.00	0.00	0.00	0.00	0.00
Correction of Safety-To-Life Deficiencies	0.00	0.00	0.00	0.00	0.00
Removal Of Asbestos	0.00	0.00	0.00	0.00	0.00
Remodeling, Renovation, Maintenance, Repair, and Site Improvement	184,754.11	449,513.63	477,149.97	469,995.60	1,124,597.00
New Construction	0.00	0.00	0.00	0.00	0.00
Library, Books and Films	0.00	0.00	0.00	0.00	0.00
SCHOOL CAPITAL OUTLAY AMENDMENT (CO&DS)					
Revenue Flowthrough And Interest	30,131.37	25,254.78	0.00	39,161.10	0.00
Bond Proceeds, SBE Capital Outlay Bonds	0.00	0.00	0.00	0.00	0.00
STATE GENERAL REVENUE	82,161.74	77,777.91	292,426.81	291,216.37	108,803.00
LOCAL FUNDS	0.00	118,818.01	689,584.82	568,353.35	195,008.00
FEDERAL FUNDS	0.00	0.00	0.00	0.00	0.00
Totals	$297,047.22	$671,364.33	$1,459,161.60	$1,368,726.42	$1,428,408.00

SOURCE: Amounts from the Annual Financial Reports issued by the Accounting Offices of the college.

Exhibit 230

College: NORTH FLORIDA JUNIOR COLLEGE

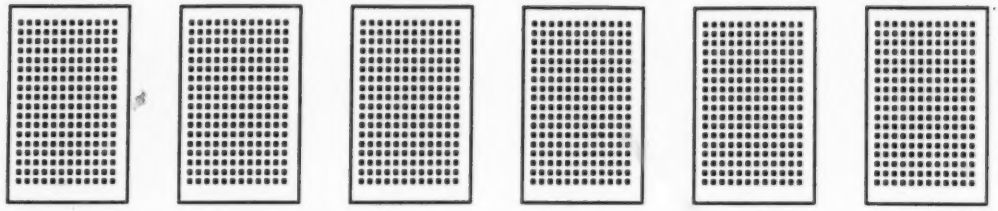
Site : No. 1: Main Campus

CAPITAL OUTLAY EXPENDITURES BY PROJECT TYPE FROM 1986-87 THROUGH 1990-91

TYPE EXPENDITURE	1986-87	1987-88	1988-89	1989-90	1990-91
Planning	$0.00	$0.00	$0.00	$0.00	$0.00
Land Acquisition	0.00	0.00	210,000.00	550.00	0.00
Building Construction	133,605.88	433,181.69	726,345.52	913,825.54	1,224,928.00
Furniture And Equipment	123,035.45	216,206.89	404,596.57	405,945.13	169,982.00
Remodeling, Renovation, Maintenance And Repair	0.00	0.00	0.00	125.70	2,594.00
Other Structures & Improvements *	22,951.90	9,477.10	52,844.60	4,714.00	1,943.00
Library Books And Films	17,453.99	12,500.00	65,374.91	43,566.05	28,961.00
Totals	$297,047.22	$671,365.68	$1,459,161.60	$1,368,726.42	$1,428,408.00

SOURCE: Amounts from the Annual Financial Reports of the Accounting Offices of the college.

NOTE: Definitions of asset classifications Accounting Manual For Florida's Public Community Colleges. Site development and site improvement are included under Other Structures and Improvements asset classsification.



SECTION 10

RECOMMENDATIONS

FOR

EDUCATIONAL PLANTS

North Florida Junior College

RECOMMENDATIONS FOR EDUCATIONAL PLANTS
FOR

NORTH FLORIDA JUNIOR COLLEGE

The comprehensive five-year plan for meeting the educational plant needs of the community college is specified in the list of recommendations formulated by the survey team. The plan provides for housing the educational program, student population, faculty, administrators, staff, and auxiliary and ancillary services of the college district.

The recommendations furnish the foundation for adoption of a proposed five-year plan for educational plants of the district by the Board of Trustees, in accordance with Section 235.16, F.S. Similarly, the recommendations serve as the basis for the proposed building program with projects listed in the order of priority, submitted pursuant to Rule 6A-2.0207, FAC, by the Board of Trustees through the Office of Educational Facilities to the State Board of Education for approval. The order of priority of need for projects is established in Rule 6A-2.0206, FAC.

Cost estimates included with the recommendations were current at the time of the survey visit. Estimates are derived from the gross square foot cost of construction for the college used in the legislative capital outlay budget request for the fiscal year in which the survey was conducted.

It should be noted that cost estimates attached to recommendations are added only to provide a general idea of anticipated cost and should not be interpreted as accurate estimates for particular projects. At the point in time that recommendations are incorporated into planning specific projects, actual cost estimates appropriate for those projects need to be prepared by professional estimators for the college. Square foot rates and cost estimates for the community college educational plant survey recommendations are reported herein as follows:

RECOMMENDATION CATEGORY	SQUARE FOOT COST RATE	ESTIMATED COST
Construction	$106.14	$1,089,846
Remodeling	53.07	403,067
Renovation	35.38	1,354,310
Site Acquisition		0
Site Development		0
Site Improvement		445,000
ESTIMATED TOTAL COST		$3,292,223

In addition, seven standard recommendations are listed for college-wide application, as needed. They address general categories of physical plant need that are likely to occur over time. No cost estimates are indicated for these recommendations.

RECOMMENDATIONS

College: NORTH FLORIDA JUNIOR COLLEGE

Site : No. 1: Main Campus

SITE IMPROVEMENT

1.01. Construct walkway, approximately 600 linear feet, between Facility 1 and Facility 7.

Estimated Cost: $ 30,000

1.02. Construct completion of campuswide underground utility systems; to include telecommunication and data transmission.

Estimated Cost: $ 50,000

1.03. Construct completion of campuswide exterior illumination system.

Estimated Cost: $ 15,000

1.04. Complete campuswide exterior signage.

Estimated Cost: $ 30,000

1.05. Renovate campuswide landscaping.

Estimated Cost: $ 100,000

1.06. Complete construction of baseball field to include illumination, landscaping, bleachers and restroom facilities for physical education.

Estimated Cost: $ 220,800

Total Site Improvement: $ 445,000

REMODELING

1.07. Remodel Facility 11 - Technical Center; Rooms 0122, 0126, 0129, 0130, 0131, 0133; as practical nursing laboratory suite; use codes 210, 212, 215; 2976 NSF. (Remodeling Room 0126; use code 110; LESS 8 student stations; and Room 0122 vocational; LESS 7 student stations.)

Estimated Cost: $ 133,206

1.08. Remodel Facility 11 - Technical Center; Rooms 0123, 0124, 0125, 0128 as adult basic education/GED facilities and service areas; use codes 212, 215; 1314 NSF.

Estimated Cost: $ 69,734

1.09. Remodel Facility 11 - Technical Center; Rooms 0212, 0232; as drafting and design technology laboratory suite ; use codes 210, 215; PLUS 19 student stations; 2126 NSF.

Estimated Cost: $ 112,827

1.10. Remodel Facility 13 - Computing; Rooms 002, 004; as office facilities and service areas; use codes 310, 315, 350, 355;zero student stations; 1645 NSF. (Remodeling Room 004; use code 210 vocational; LESS 19 student stations.)

Estimated Cost: $ 87,300

Total Remodeling: $ 403,067

RENOVATIONS

1.11. Renovate Facility 3 - Gymnasium; All rooms; 14947 NSF.

Estimated Cost: $ 528,825

1.12. Rennovate campuswide security system; to include rekeying all interior and exterior doors.

Estimated Cost: $ 15,000

1.13. Renovate Facility 5 - Fine Arts; to include HVAC system.

Estimated Cost: $ 243,733

1.14. Renovate Facility 6 - Business Education; to include HVAC system.

Estimated Cost: $ 138,265

1.15. Renovate Facility 8 - Administration; to include HVAC system.

Estimated Cost: $ 217,941

1.16. Renovate Facility 13 - Computing; to include HVAC system.

Estimated Cost: $ 210,546

Total Renovation: $ 1,354,310

NEW CONSTRUCTION

1.17. Construct physical education facilities and service areas; use codes 520, 523, 525; zero student stations; 4177 NSF; 5593 GSF.

Estimated Cost: $ 593,641

1.18. Construct library facilities and service areas; use codes 410, 420, 430, 440, 455; zero student stations; 2153 NSF; 2883 GSF.

Estimated Cost: $ 306,002

1.19. Construct audiovisual facilities and service areas; use codes 530, 535; zero student stations; 1338 NSF; 1792 GSF.

Estimated Cost: $ 190,203

Total New Construction: $ 1,089,846

Total Site 1: $ 3,292,223

Standard Collegewide Recommendations

S.1. Provide custodial services facilities as prescribed in Rule 6A-2.038(2)(3), Florida Administrative Code.

S.2. Provide sanitation facilities for serving students, staff, and the general public as required in Rule 6A-2.068, .069, Florida Administrative Code.

S.3. Correct deficiencies related to safety, health, and sanitation as identified in Rule 6A-2, Part III, Florida Administrative Code.

S.4. Modify facilities, recommended for continued use in this survey report, to comply with standards and specifications for the physically disabled as established in Section 255.21, Florida Statutes.

S.5. Replace defective roofs and roofing membranes, except those of facilities recommended to be razed in this survey report, in accordance with Rule 6A-2.0205(8), Florida Administrative Code.

S.6. Replace or purchase additional furnishings and equipment, for facilities recommended for continued use in this survey report, as provided for in Rule 6A-2.0205(5), Florida Administrative Code.

S.7. Provide paved auto parking areas pursuant to Rule 6A-2.039(5), FAC.

S.8. Purchase sites for SBE designated campuses, centers and special purpose centers for educational facilities for future use beyond the projection period of this survey. Sites to be approved by the Office of Educational Facilities pursuant to Section 235.19 and 240.327, Florida Statutes, and Rule 6A-2.039, FAC.

Requests for additional information concerning this report should be addressed to:

Educational Facilities Planning
and Evaluation Section
Office of Educational Facilities
DEPARTMENT OF EDUCATION
Suite 1044, Florida Educational Center
Ralph D. Turlington Building
Tallahassee, Florida 32399
(904) 487-2575 or SUNCOM 277-2575

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